



ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

EQUAL OPPORTUNITIES (STAFF) POLICY

MISSION STATEMENT

As a Catholic school, God is at the heart of all we do. We believe that each person is made in His image, deserving to be treated with respect and dignity.

Showing respect, love and care for everyone and everything, we aim to develop harmony between pupils, parents, the school and Parish and grow as a Christian community.

Children will share in God's love, whilst receiving a broad and balanced education. We aim to enable each individual to realise their full potential, spiritually, academically, physically, socially and emotionally.

This policy must be read in conjunction with the
Safeguarding Child Protection Policy

Date drafted: June 2021

Date ratified by the Governing Board: July 2021

Date for review by Staff and Governors: July 2024

St Thomas More Catholic Primary School

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Principles

St Thomas More Catholic Primary School ensures that all employees are given equal opportunities in respect of appointment, pay and conditions, performance management, promotion, treatment at work, and training, and not to be discriminated against on grounds of gender, race, disability, sexual orientation, age, or religion and belief. The Governing Board of this school, recognised by the DfE as an institution with a religious character will however, appoint a Head Teacher, senior leaders or members of staff employed to teach Religious Education, who are active members of the Catholic Church.

The school will not tolerate harassment of staff on any of the above grounds.

The school expects employees to respect the Catholic faith on which the school is founded, and not to behave in a manner which undermines the church's teachings.

Aims

The school will:

- treat all staff equally in employment matters according to the law;
- develop policies and procedures that will lead to high standards from all staff;
- aim to ensure that staff provide an appropriate learning experience for all children, whatever their race, gender, religion or belief, age or ability;
- educate all members of the school against any form of prejudice or negative stereotyping;
- take action against any employee who harasses another on any of the statutory grounds.

Commitment to Equality of Opportunity

The Governing Board expects the school in all its policies and daily work to take account of the duty to safeguard the right of the staff not to be discriminated against on the grounds of gender, race, disability, sexual orientation, religion and belief, and age.

The commitment must be evident in all areas of school life. However, that commitment is specifically made in relation to:

- staff recruitment, pay and conditions, performance management and professional development;
- staff opportunities;
- the way staff are generally treated at work.

Staff are expected to respect the right of children not to be discriminated against on the same grounds.

Disability

Where any employee has physical and/or learning disabilities, the school will:

- make whatever arrangements are reasonably practicable to ensure that disabled staff can gain access to the appropriate work areas and means of doing the work they are contracted to do;
- work with local services and agencies to provide appropriate support, with a view to enabling the employee to do the work he/she is contracted to do.
- The school will maintain a separate Accessibility Policy and Access Plan.

Gender, Race, Sexual Orientation, Religion and Belief, and Age

The Governing Board will ensure that the requirement to promote equality is clearly reflected in the school's policies and procedures for the management of staff and in the equal opportunity policies that affect the staff relationship with children and others.

The requirement to consider equal opportunities will be taken into account when managing staff issues, and particularly when:

- recruiting staff;
- allocating teaching and learning responsibilities;
- re-evaluating staff structures;
- managing the annual appraisal of staff;
- managing flexible working;
- managing parental and carers leave;
- managing paternity leave;
- managing pregnancy and return from maternity leave, and adoption issues;
- considering claims of harassment;
- applying grievance, capability and disciplinary procedures;
- managing equal pay;
- managing Conditions of Service;
- managing training and professional development opportunities.

Any bullying and harassment of staff:

- will be dealt with as quickly as possible;
- will have outcomes recorded;
- will see the information used to determine future policies.

Ethnic Dress

The school recognises that some staff from ethnic backgrounds may wish to wear distinctive dress.

The Governing Board will determine the ethnic dress that will be allowed after appropriate consultation.

Response to discrimination

All forms of discrimination by any person within the school will be treated seriously.

In the first instance any complaint should be taken to the Head Teacher who will determine what action to take. In the case of a complaint about the Head Teacher it should be taken to the Chair of Governors who will determine what action to take.

Incidents of unlawful discrimination may lead to disciplinary action. Continued discriminatory behaviour by any employee could be treated as gross misconduct leading to summary dismissal.

Discriminatory incidents will be dealt with through the school's normal disciplinary procedures.

Complaints about the Implementation of the Policy

Any employee of the school who feels that this policy is not being followed is entitled to raise the matter with the Head Teacher.

Where staff consider that they may have been discriminated against personally they should use the school's grievance procedures.

Responsibilities

The Governing Board will:

- ensure that the implementation of this policy is monitored;
- review the policy every three years.

The Head Teacher will:

- implement the Governing Board's equal opportunities policy;
- ensure that all staff are aware of the policy on equal opportunities;
- ensure that the equal opportunities policies are applied to all staff recruitment procedures, by all those involved in the selection, appointment and development of staff;
- ensure that the equal opportunities policies are taken account of in pay and conditions, performance management, promotion and training matters;
- ensure that the school's records of discriminatory incidents and the outcomes are checked regularly;
- promote the principle of equal opportunity and respect for other people in all aspects of school life.

All staff will:

- foster an environment of equal opportunities;
- ensure equal opportunities is part of their daily activities;
- report any examples of discrimination;
- contribute fully and honestly to any investigation.

Monitoring and Review

The Governing Board will review the policy every three years.